

The Consolidated Board of Cuyahoga County (working title)  
Executive Steering Committee (ESC)  
Monday, July 28, 2008  
5:00 p.m. – 7:00 p.m.  
CCCMHB Offices

Board Members

Kathryn Gambatese, Chair, CCCMHB  
Russell E. Johnson, Chair, ADASBCC  
L. Douglas Lenkoski, M.D., CCCMHB  
Mary McElrath, ADASBCC

Advisory Members (Non-Voting)

Joan Leeb, CCCMHB ACAC

County Prosecutor's Office

Renee Bacchus, Esq.

Directors

William M. Denihan, CCCMHB  
Russell S. Kaye, Ph.D., ADASBCC

Consultants

Elsie Day, Esq.  
Marlene Stoiber, Ph.D.

Guests

Rose Fini, Esq., staff CCCMHB

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Ms. Kathryn Gambatese, CCCMHB Chairperson, called the meeting to order at 5:15 p.m.

Welcome and Introductions:

Ms. Gambatese welcomed all in attendance and introductions followed.

Approval of Minutes from June 16 & 30 & July 14, 2008 Meeting:

The minutes for June 16 & 30 & July 14, 2008 were approved as submitted.

Progress on Resolutions Approved by Both Boards on July 17, 2008:

Chief Denihan reported that both resolutions had passed and Chairpersons and membership of the committee and task groups were appointed incorporating representation from each Board. The task groups and committee that were established included:

- Consolidation Board Membership Selection Committee
- Consolidation CEO Selection Task Group
- Consolidation Board Orientation & Communications Task Group
- Consolidation Board Transition Task Group

Procedures and Process Related to Committees & Task Groups:

Ms. Fini explained that the Task Groups were created to gather information and exchange ideas so they were not considered open meetings; though they could be open if that was desired. It was agreed that the Task Groups would operate as follows:

- Task Groups are not public meetings
- The purpose is for information gathering, research, discussion, identifying options – no recommendations or decisions
- Presentations (in person or written) are to be made to ESC and Consolidated Board (with provisional decision-making authority)
- Task Groups may be changed after Consolidated Board (with provisional decision-making authority) is established
- Consultants are to assist Task Groups by working with Chairpersons to schedule and organize meetings, take notes

- Board staff are to send out notices or other information provided by consultants

There was discussion on whether to post notes of Task Groups on the web sites, but a final decision was not reached.

Ms. Fini indicated that Task Groups are different from standing committees that have decision-making authority including Board Membership Selection, Executive Steering Committee, and Site Committee. These meetings should be open. A protocol will be developed by the consultants on the operating guidelines for Task Groups. Maintaining a transparent process will continue to be a priority and will be achieved through the reports from the Task Groups at the Executive Steering Committee.

#### **ESC Meeting Schedule in Relation to Committees & Task Groups:**

The next Executive Steering Committee meetings will be held on August 25 and September 22, 2008. There will be no Site Committee meeting on August 5, 2008. A Site Committee meeting may be held on August 19, 2008, if adequate progress is made on various assignments.

#### **Consultants Activities:**

Ms. Day reported that various planning activities continue to occur to prepare for the Blueprint session to be held in the fall. A meeting with Team Chairpersons was held on July 22, 2008. Team Co-Chairpersons are completing an assignment in preparation for a retreat on August 27, 2008. A meeting with the Chairpersons of the providers' associations was held to discuss a document developed by the associations and to plan for a meeting with all contract providers of both Boards, which will be conducted on September 15, 2008. A meeting is being planned for Cuyahoga County staff to obtain their perspective on consolidation. Board members would like to attend the meeting with Cuyahoga County staff, since the meeting with Commissioner Hagan was beneficial. The consultants will also be offering an opportunity for consumers to provide their ideas on consolidation. Ms. McElrath requested a definition of consumers. It was agreed that consumers should include recipients of service from the Boards (current or past), as well as family members or significant others. Ms. Leeb indicated that a survey of consumers may not be an effective way of gathering information since multiple surveys have recently been sent to consumers. It was suggested that there are several existing groups focusing on consumers that could be convened to obtain information such as NAMI, Living Miracles, and Adult Consumer Advocacy Group for Mental Health. Alumni groups of some of the service providers for alcohol and drug addiction could be helpful.

#### **Sub-Committee Reports:**

- Site Committee-a maximum of \$60,000 will be offered to prepare the RFP for site selection. Expenditures must be reasonable given the limited availability of County funding.
- CEO Selection-Members of this Task Group are focusing on the characteristics/qualities that essential for the CEO. They are considering developing and circulating a survey to providers, staff, and Cuyahoga County directors to obtain their ideas.

Provider Forum:

Ms. Dee indicated that there was nothing new to report, but the provider associations were continuing to meet.

Other Business:

- Chief Denihan reported that he anticipates more cuts in funding from the State and County. He also indicated that Medicaid applications for bed days were taking longer for approval, resulting in higher utilization of non-Medicaid funds.
- Kathy Gambatese reported that 14 current members of the CCCMHB would like to be considered for appointment to the Consolidated Board. One member of the Mental Health Board was not reappointed and three members do not want to be considered for membership on the new Board.
- It was agreed the "Naming Process" should be removed from the list of "Discussion Items in the Future".
- Director Kaye thanked the CCCMHB for their hospitality last week when ADASBCC staff provided an orientation on their operations. Chief Denihan agreed to have CCCMHB staff present at the ADASBCC meeting on September 25, 2008.

There being no further business, the meeting was adjourned at 6:30 p.m.